

**Oregon Coast Community College**  
Board of Education Business Meeting Minutes  
Wednesday, January 19, 2022  
Held virtually - Meeting ID: 924 7444 0838

**Regular Business Meeting**

**A. CALL TO ORDER**

a. Board roll call.

Chair Chandler called the business meeting to order at 6:00pm. Roll call was taken. The meeting was held virtually without in-person option. Board members in attendance were Chris Chandler, Rich Emery, Debbie Kilduff, Alison Nelson-Robertson, Nancy Osterlund. Cliff Ryer and Jeff Ouderkirk were excused.

b. Welcome.

President Ryslinge welcomed other attendees:

Andres Oroz, VP Student Affairs

Robin Gintner, VP Administrative Services

Joy Gutknecht, HR Director

Kathleen Andrews, Executive Assistant

Dan Lara, VP Academic Services;

Andi Spirtos, Foundation Development Director;

Marion Mann, PT Faculty Member;

Dave Price, VP Engagement & Entrepreneurship;

Crystal Bowman, Nursing Director

Miche Dreiling, American Federation of Teachers

c. Approval of Minutes.

Chandler asked for approval of the December 15, 2021, executive session and business meeting minutes. Kilduff moved to approve as amended with changes from Osterlund, Emery seconded the motion. All were in favor.

**Motion Passed.**

d. Finalize agenda.

The college report C.a. Update on Core Theme Indicators by Dan Lara, VPAA will be rescheduled for a subsequent meeting, there is data that is needed but not yet available. As soon as we get the information the report will be rescheduled.

**B. COMMUNICATIONS**

a. Written

Ryslinge stated there was written communication from the Department of Civil Rights, she will address the correspondence in her President's report.

b. Public comments.

No public comment.

**C. COLLEGE REPORTS**

a. Update on Selected Core Theme Indicators: Dan Lara, VPAA

This report will be rescheduled – (see A. d. above).

b. President's Report

President Ryslinge shared a variety of happenings around the college.

- Cultural and awareness months: January celebrates World Religion, and also has International Holocaust Remembrance Day. February will be Black History Month.

- The budget season begins again, and the Board should expect a tuition and general fees (Board Policy 6301) recommendation in February, along with a review of the annual budget calendar. The past year (20-21) audit is delayed by our auditors, their report to the Board is now anticipated for March. This year (for 21-22) the Board will also see an supplemental budget to make an adjustment to the budget adopted last June. As an independently accredited college, the budget must accommodate the inflow and outflow of student financial aid. This requirement was clarified through the auditing process. This change needs to be made for the current year (21-22) via adopting a supplemental budget., which requires convening a budget committee. This can be done concurrently with convening of the 22-23 Budget Committee.
- The Legislative Short Session will begin on February 1<sup>st</sup>. OCCA is providing the weekly legislative calls Tuesday at 4:00 PM. These sessions are open to all board members and if you would like to join let Kathy know.
- Ryslinge provided an enrollment update (see President's Report January 2022).
- OCCC now has an updated computer classroom for online learning thanks to a donation from the Siletz Tribal Charitable Contributions Fund, and the work of Spencer Smith, IT Director who made the grant application. The new Marketing/Foundation Coordinator, Julia Ryan created her first press release about the computer classroom for the New Times.
- Community Ed has returned to a very robust schedule this term and has more than 275 registered so far.
- The Office of Civil Rights review that began in June of 2018 is finally completed. A final acknowledgement letter of completion was received from the Oregon Department of Education Civil Right Policy analyst. Dr. Oroz was acknowledged in the letter and thanked for his responsiveness throughout the process.
- The surge in cases related to the Omicron variant caused the College to temporarily shift most in-person instruction and support services on-line.

#### **D. BOARD REPORTS**

##### a. Foundation: Nancy Osterlund

- A new named scholarship has been established
- The Year End appeal raised more than budgeted, the Foundation received \$318,177 dollars in 2021, and legacy gifts of \$182,556.
- Nancy and Birgitte thanked Andrea Spirtos for all her hard work.
- The scholarship process for OCCC students will begin February 1st.
- Pearls of Wisdom will be held Saturday, March 5th 5-6:30pm.

##### b. Oregon Community College Association Liaison: Rich Emery

- Director of OCCA retired, and the new director, Morgan Cowling is now in place
- Ryslinge shared that once Morgan gets settled, we should expect a visit from her.

##### c. Other Board Reports

None

**E. INFORMATION AND DISCUSSION ITEMS**

a. 1<sup>st</sup> Read Oregon Savings Growth Plan, the Plan Trust

The Savings Growth Plan it is administered by PERS and is similar to 403(B). There is a requirement of board approval to offer to employees. Gutknecht recommends the board approve the plan.

**F. Action Items**

a. None

**G. ANNOUNCEMENT OF FUTURE MEETING** – the next Board of Education Business meeting will be held on Wednesday, February 16, 2022, at 6:00pm to be held in person at the Newport campus and via Zoom.

**H. ADJOURNMENT** at 6:38pm.

---

*OCCC Board meetings are held in accordance with open meeting laws and with accessibility requirements. If a person with a disability needs assistance to participate in a meeting, please notify the President's Office at (541) 867-8532 at least 48 hours in advance. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance.*

Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:

---

Birgitte Ryslinge, PhD  
Clerk of the Board